

ESKDALE PARISH COUNCIL

DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 11 JUNE 2019 IN THE VILLAGE HALL, ESKDALE GREEN COMMENCING AT 7.30PM

Present: Cllr M Shaftesley(Chair), Cllr A Vickars, Cllr R Brown, Cllr I Kirkby, Cllr L Hunt and

Cllr C Ashall
Borough Councillor G McGrath

21/19 Apologies: Cty Cllr K Hitchen

22/19 Exclusion of Press and Public

There were no items on the Agenda requiring the exclusion of press and public

23/19 Declarations of Interest

There were no Declarations of Interest

24/19 To Approve the Minutes of the meeting held on 14 May 2019

The minutes of the meeting held on 14 May 2019 were approved and signed by the Chair.

25/19 Police Liaison Report

None received.

26/19 Progress Reports

None

27/19 Public Participation

None present

28/19 County Councillor/District Councillor reports

The Chair welcomed Borough Councillor McGrath to the meeting. Cllr McGrath stated that he had attended an intensive induction as a new councillor. The number of councillors had been reduced so the workload per councillor had increased ensuring that every councillor was involved. He explained that the new district of Black Combe and Scafell covered 8 parish councils and he would be the point of contact for Eskdale, He requested that the Clerk distribute his email address amongst the councillors.

29/19 Applications for Development

29/19.1 To examine applications for development and submit observations to the Planning Authority

7/2019/4040 Conversion & refurbishment of dwelling to provide 2 no. dwelling units
Dalegarth Farm Cottage, Eskdale

The Parish Council wished to seek clarification as to the intended use of the 2 dwelling units. Concerns were expressed that their primary use would not be for local occupancy.

29/19.2 To ratify the observations submitted by the Clerk under devolved powers since last meeting.

None undertaken

29/19.3 To note the decisions of the statutory planning authority with regards to recent applications

7/2019/4003 Woolpack Farm, Boot, Holmrook

Change of use of land for camping pods including provision of vehicle hard stand

Approved with Conditions

7/2019/4025 Installation of various interpretation (display) panels, signage and wayfinding

Eskdale Mill, Boot, Holmrook,

Listed Building Consent Granted

7/2019/4033 Use of Forge Farm as 2 separate dwellings

Forge Farm/Forge Cottage, Eskdale

Certificate of Lawful Use granted

30/19 FINANCIAL RECORDS

30/19.1 To approve the following payments:

CALC	Annual subscription 19/20	£114.62
M Shaftesley	Reimburse payment for insurance	£289.50

It was noted that this had to be paid immediately as the outgoing Clerk had failed to submit the insurance renewal notice for 2018/19 to the council for payment and the council had been operating for 12 months without adequate insurance cover. The Council not currently having 2 authorised bank signatories, the Chair elected to pay the insurance premium to ensure that the Council were operating with adequate insurance cover and request reimbursement of funds.

V Falconer	Internal Audit	£ 45.00
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These payments were approved in principle, but as yet there were no authorised signatories on the Council, payment would be made once bank signatories had been updated.

30/19.2 To note the receipt of payments

None

30/19.3 To receive and note the bank reconciliation statements dated 5 June 2019

The Clerk presented a bank reconciliation which was checked, verified and signed by Cllr Kirkby

30/19.4 To consider the Budget Comparison Report as at 31 May 2019 and determine action need to address deviations from the budget

The Clerk presented a budget statement to the meeting which was accepted.

30/19.5 Bank Account – Change of Signatories and contact details

On investigation an account could not be opened with the Cumberland Building Society.

It has been established that 2 ex councillors are still bank signatories and a date is to be arranged that at least one of them will accompany Councillors to Natwest at Barrow-in-Furness to resolve the current situation as this is becoming critical.

It was resolved that the bank signatories would be: Cllrs M Shaftesley, C Ashall and A Vickars.

30/19.6 To approve the Risk Assessment

It was Proposed by Cllr Vickars and Seconded by Cllr Hunt and resolved that the Risk Assessment previously circulated by approved.

30/19.7 To approve the Asset List

The Clerk had previously circulated the Asset List produced from examining account entries.

The List was amended to reflect the current assets and Proposed by Cllr Brown and seconded by Cllr Hunt and resolved to present the Assets for audit.

30/19.8 To approve the Annual Governance Statement for 2018/19

The Annual Governance Statement was approved and signed by the Chair.

30/19.9 To approve the Accounts for 2018/19

The Clerk reported that asset of accounts had been drawn up and balanced to the bank statements and the cheque stubs. These accounts had been presented for internal audit and the report by the auditor was read out to the Council.

It was proposed by Cllr Shaftesley and Seconded by Cllr Ashall and resolved that the accounts be accepted.

30/19.10 To approve and to submit the accounts for an AGAR 3 assessment

The Clerk presented the completed accounts for submission for an AGAR assessment. It was resolved that these be submitted and the Chair duly signed the AGAR 3. A copy of the accounts to be circulated to Councillors for their information.

30/19.11 Report from Clerk on findings of investigation

The Clerk reported that along with another person a forensic examination had been undertaken on the last 3 year's non-submitted accounts for audit produced by the outgoing Clerk. The result of this examination revealed accounting anomalies amounting to £1420.91. This had now been reported to the police for investigation. The Clerk read out a letter that will accompany the AGAR 3 submission to PKF LittleJohn explaining the current situation and also identifying what measures had been put in place to prevent a re-occurrence of the current situation.

31/19 Parish Matters

31/19.1 Training for Councillors

CALC were in the process of identifying a suitable date when training could be delivered to all councillors.

31/19.2 Japanese Garden – Forestry Commission

It was agreed to defer this until the July meeting

31/19.3 Devoke Water Boathouse

An email had been received requesting support to the renovation of the Devoke Water Boathouse. After discussion it was agreed that that the project should be supported providing that the renovation was in keeping with the area and also re-instated the boathouse to its former status as a boathouse and not as a holiday home.

31/19.4 To approve the new Standing Orders

The draft Standing Orders had been previously circulated to all councillors. It was proposed by Cllr Ashall and Seconded by Cllr Kirkby and resolved that the Standing Orders be approved.

31/19.5 To approve the new Financial Regulations

The draft Financial Standing Orders had been previously circulated to all councillors. In light of the current financial situation a robust challenge was made with regards to *Section 4 Budgetary Control and Authority to Spend*. The Clerk explained the reasoning behind this section, which should only be used in exceptional circumstances ie emergency.

It was Proposed by Cllr Shaftesley and Seconded by Cllr Ashall resolved that the Financial Standing Orders be approved.

31/19.6 Invite to Eskdale Mill open day 10 July 2019

Cllr Shaftesley reported that an invite had been extended to the Parish Council to attend the event.

32/19 To receive reports from representatives on outside bodies

None

33/19 Correspondence

To discuss any correspondence received for open discussion

None received

34/19 Councillor Matters

- Cllr Shaftesley reported that he had been approached by a concerned resident re a development at Fairfield Randle How and was requesting the Parish Council's assistance in this matter. This to be placed on the next Agenda.
- Cllr Hunt wished to thank the Interim Clerk for her hard work in dealing with the current financial situation.

35/19 Date of Next Meeting

The next meeting of the Parish Council to be held on 17 July 2019 at Eskdale Green Village Hall commencing at 7.30pm.

There being no other business the meeting closed at 9.30pm